

Municipal Recall Election Guidelines Timeline

1st & 2nd Class Municipalities

Voters submit petition for recall	15% of active registered voters of the municipality at last general election (petition found in Admin. Rule 5:02:08:17)
Set election date	Within 10 days after petition filing. Not less than 30 or more than 50 days on a Tuesday. If a petition is filed on or after January first prior to the annual municipal election and within sufficient time to comply with the provisions of § 9-13-14, the question of a successor shall be submitted at that annual election. (SDCL 9-13-31)
Nominating petition circulation begins	40 days before election
Filing deadline	20 days before election
Notice of vacancy	Publish twice – once the week circulation begins and again the following week (vacancy notice in Admin. Rule 5:02:04:10)
Notice of recall election	Once each week for 2 consecutive weeks. First notice not less than 10 days before the election. Second notice the week before the election and include facsimile ballot. (Notice found in Admin. Rule 5:02:04:11)
Registration deadline notice	Once each week for 2 consecutive weeks. Last notice 10-15 days before registration deadline. (Notice found in Admin. Rule 5:02:04:04)
Registration deadline	15 days before election (SDCL 12-4-5)
Absentee ballots	Absentee ballots must be available no later than fifteen days prior to the election (SDCL 9-13-21)
Ballot format	Use ballot format as set out in Admin. Rule 5:02:06:12